TOWN OF UPTON, MASSACHUSETTS

Economic Development Committee

Meeting Minutes

Date: September 4, 2019

Location: Town Hall, Main Street

A: Call to Order

Having a quorum, the meeting was called to order at 7:05 pm

B: In Attendance

Committee Members:
- Michelle Antinarelli
- Gene Bernat
- Donna Desjardins
- Bill McCormick
- Steven Rakitin
- Dave Ross

Guests: Kelly McElreath, Town Clerk and Assistant to Town Manager

C: Discussion

1. General Discussion

We amended the agenda to add a short presentation regarding the Municipal Building Feasibility Committee progress. We also added an agenda item to discuss the current parking by-law.

We reviewed and approved the meeting minutes of Aug 21st. Unanimous.

2. Small Business Fair Update

We received $300 from Blackstone Valley Chamber of Commerce to cover the cost of the Small Business Fair fliers. 19 businesses are participating in the fair.

3. Discuss proposed Zoning Map and Upton Center Business District by-law

Dave Ross spoke to the owner of lot #15 Main Street (a member of RFP Committee). They indicated they would like their lot to be included in the UCBD.

We agreed that lots #12,14 and 16 Grove Street (split lots, GB/SRA) and lot #10 N. Main Street should be included in the UCBD.

We discussed our rationale for including lots in UCBD. Include properties on Rte 140 between MGM Auto and Gasco as well as several split districts that currently include GB. Properties that are non-conforming multi-family homes should also be included.

We agreed to send the draft by-law and map with the Planning Board (Gary B.) and ask for their feedback ASAP. We also would like to discuss the content of a letter that the Planning Board send in advance of the public hearing on the proposed zoning change to explain the rationale we used to include properties in the new zone as well as the benefits of being in the new zone.

We also discussed asking the PB if the ECD could do a short presentation before the scheduled public hearing.

Bill offered to speak to property owners of #11 and 13 Grove Street to see if they would be interested in being included in the UCBD.

We reviewed the draft by-law and made changes – Steve to send to Denise (cc: Kelly) asking PB (Gary) to review this and return comments ASAP.

We need to complete the form Derek sent out for placeholder article. Due to Derek by 9/13.

Parking Issue:

- We reviewed the existing parking By-law and discussed proposed changes.

- Bill asked if we could present to Men's Club on Oct 16 7pm. Should give same presentation to Working Group –> process update with timeline.

- Ask Dave G. to come to next meeting (Sept 18th) to discuss updating Imagine Upton Website with proposed UCBD map and by-law. Explain how these documents help us achieve the vision. Invite RFP Committee members and Working Group (Dave G.) to attend next EDC meeting Sept 18th.

Municipal Building Update:

- Kelly presented an updated on the Municipal Community Feasibility Committee. Working on site survey and appraisal of the property at 8 Grove Street.

- EDC would like Janice and Matthew to attend next EDC meeting to discuss how the Working Group could get involved in supporting this project.

- Requesting $700k for bid documents – will require debt exclusion and vote.

4. **Other Topics**

Key dates:

- Draft to KP Law by Sept 20th
- Planning Board public hearing on zoning changes Oct 8 or 22
- Placeholder articles by Sept 13 and PB Vote for Public Hearing
- Warrant posted Oct 15

## D:	Committee Actions and Action Items

1. A motion was made and seconded to approve the minutes from August 21st. Approved by unanimous vote.

New Action Items

Possible Agenda Items for Next Meeting

- Update from RFP Committee – standing agenda item
- Review updated zoning map and UCBD District document
- Prepare update for Working Group to post on Imagine Upton Website

## E:	Next Meetings

1. Next EDC meeting scheduled for Sept 18th @ 7pm with RFP Committee and Municipal Feasibility Center and Working Group members.

## F:	Meeting Adjourned

Upon unanimous vote, the meeting was adjourned at 9:20 PM

Respectfully submitted

Steven R. Rakitin
Clerk